

TOWN OF ASTATULA
Planning & Zoning Commission Meeting
Thursday, December 18, 2025 – 6:00 PM
Astatula Town Hall
25009 County Road 561 | Astatula, FL 34705

Board Members

Sean Donnelly, Chairman
Brad Minger, Vice Chairman
Angie Hamblin
~~Roger Mellen~~
Bruce Hanawalt

Town Staff

Kelly Edwards, Acting Town Clerk
Tom Harowski, Interim Planner
David Langley, Attorney

Call to Order

Roll Call and Confirmation of Meeting Notice

Welcome and Introduction of Guests

APPROVAL OF MINUTES:

1. November 20, 2025
2. Addendum to November 20, 2025 Meeting Minutes

NEW BUSINESS:

1. (TH) staff report for the update of the five-year capital improvements program (CIP).
2. (TH) Review, discuss and possible action on Volunteer Landing Resubmittal.

ADJOURNMENT:

IMPORTANT DATES:

Merry Christmas – December 25th

New Year's Eve Ball Drop – December 31st

Happy New Year – January 1st

Regular Council Meeting –January 13th @ 6:30 p.m.

Regular Planning and Zoning Meeting – January 22, 2026 @ 6:00 p.m.

Regular Council Meeting –February 10th @ 6:30 p.m.

Regular Planning and Zoning Meeting – February 26, 2026 @ 6:00 p.m.

Regular Council Meeting –March 10th @ 6:30 p.m.

Regular Planning and Zoning Meeting –March 26, 2026 @ 6:00 p.m.



Board Members

Sean Donnelly, Chairman
Brad Minger, Vice Chairman
Angie Hamblin
Roger Mellen – absent + resigned 11.20.2025
Bruce Hanawalt

Town Staff

Ann Quandt, Town Clerk
Tom Harowski, Interim Planner
David Langley, Attorney - absent

Call to Order at 6:00 p.m.
Roll Call and Confirmation of Meeting Notice
Welcome and Introduction of Guests

APPROVAL OF MINUTES:

1. September 25, 2025 – Sean: Please correct Mayor to Sean Donnelly – Ang should Ann
2. October 23, 2025

Motion made by Brad Minger to approve both sets of minutes; seconded by Bruce Hanawalt; all in favor; motion passes 4/0.

NEW BUSINESS:

1. Minor site plan approval for the Meadows Pump House. The governing association at The Meadows is reworking their water treatment system and we need to approve the site plan. Overview and discussion of the Meadows HOA upgrading their water treatment system by adding a pump house adjacent to an existing well and linking two wells for fire protection and domestic use. There are five conditions for approval (1) adjust gate and fence for truck access; (2) check and adjust for utility pole conflicts; (3) modify chlorination room access to avoid fence conflict; (4) add landscaping/screening along south and east sides; and (5) submit DEP permit copy. Discussion of concerns about future development impacting access and stormwater runoff near Lake Linda; emphasis on maintaining wellhead protection and planning for drainage to prevent flooding during hurricanes.

Motion was made by Brad Minger to approve the minor site plan for the Meadows Pump House with the conditions (items 1, 3, 4, and 5; item 2 removed); seconded by Bruce Hanawalt; all in favor; motion passes 4/0.

2. Proposed Amendment to Land Development Code – Certified Recovery Residences Discussion on the new State law that requires local governments to allow certified recovery residences in their codes. The key proposals are to limit facilities to Levels 1–3 (exclude Level 4 due to size and intensity) and to classify as conditional use in R2 zoning (allows multi-family and similar uses). We would like the following conditions to include (1) State license (2) minimum lot size; (3) occupancy limits (two per bedroom); (4) safety measures (fire alarms, extinguishers); (5) off-street parking plan; (6) housekeeping facilities; (7) 24-hour contact for emergencies; (8) site plan with floor plan compliance; (9) with an additional Item 10 for a site security plan (e.g., cameras in common areas). There were discussion points on (1) parking concerns in high-density

areas and no public transportation; (2) enforcement challenges for compliance and (3) clarification that Level 1 homes are typically low risk (transitional housing).

Motion made by Brad Minger and seconded by Angie Hamlin, all in favor; motion passed 4/0 with amendments to add the security plan requirement.

3. Other Business: **Notification of the Board member, Roger Mellon's resignation effective 5:30 p.m.**

ADJOURNMENT: @ 7:05 p.m.

Respectfully submitted,

Sean Donnelly, Chairman

ATTEST:

Ann Quandt, Town Clerk



TMHConsulting@cfl.rr.com
1 John Anderson Dr. 612
Ormond Beach, FL 32176
PH: 386.316.8426

MEMORANDUM

TO: Town of Astatula Planning Board
CC: A. Quandt, Town Clerk
FROM: Thomas Harowski, AICP, Planning Consultant
SUBJECT: Volunteer Subdivision Final Development Plan
DATE: December 4, 2025

The Town has received an application for a final subdivision plan for a 9.396 acre parcel located at the intersection of Harrison Street and Kansas Avenue. The project proposes seven lots with lots one through six fronting on Harrison Street and measuring 100 feet wide by 248.7 feet deep. Lot 7 has 100 feet of frontage on Harrison Street and includes the balance of the tract. There is no proposed street construction with the subdivision as all lots will access from Harison street. Kansas Avenue runs along the south side of Lot 7, but is not open to traffic. The parcel is zoned R-1 Single-family Low Density

The applicant proposes to use Town water for potable water and on-site septic systems for sewer. The final subdivision plan includes the full engineering design which in this case includes the extension of water lines to serve the project, street lights, sidewalks and on-site stormwater retention. The applicant has submitted revised drawings which adress review comments from the planner and consulting engineer. Planning comments have been fully addressed and the engineer has issued a conditional approval. The conditions notd by the engineer are for submittal of permits and submittal of subdivision data needed for performance and maintenance bonds. A copy of the final subdivision plans is attached along with a response letter noting where planning comments have been addressed. Also included is the report from the consulting engineer with the conditional use approval.

Once approved by the Town Council the applicant will be relased to begin construction of subdivision improvements. Once subdivision improvements have been completed the applicant will file a record plat document to be recorded by the county clerks office. The record plat is now a staff approval based on recent changes to state law, so this is the final time the Planning Boar and Town Council will review the subdivision.

Recommendation;

Staff is recommending approval of the final subdivision plan with the conditions noted by the Town engineer.

PRELIMINARY PLAT/ FINAL CONSTRUCTION PLANS FOR VOLUNTEER LANDING

INDEX OF SHEETS	
SHEET NO.	SHEET TITLE
1	COVER
2	SYMBOLS AND ABBREVIATIONS
3	GENERAL NOTES
4	ENCLOSURE CONTROL
5	SITE PLAN
6	UTILITY PLAN
7	DRAINAGE PLAN
8	PLAN AND PROFILE
9	PLAN AND PROFILE
10	DRAINAGE & GRADING DETAILS
11	UTILITY DETAILS

CITY OF ASTATULA, FLORIDA

PARCEL ID NO:
292026010000H00401

SECTION: 29, TOWNSHIP: 20,
RANGE: 26,

FOR

GAVKEE CONTRACTING SERVICES, INC.

10512 CRESCENT LAKE CT.
CLERMONT, FL 34711
PH (321) 689-2306

PROJECT TEAM MEMBERS:

PROPERTY OWNER H&B INVESTMENTS, LLC 10512 CRESCENT LAKE CT. CLERMONT, FL 34711 PHONE: (321) 689-2306	ENGINEER GAVKEE CONTRACTING SERVICES, INC. 10512 CRESCENT LAKE CT. CLERMONT, FL 34711 PHONE: (321) 689-2306
GEOTECHNICAL ENGINEER GAVKEE CONTRACTING SERVICES, INC. 10512 CRESCENT LAKE CT. CLERMONT, FL 34711 PHONE: (321) 689-2306	SURVEYOR L&L SURVEYING, INC. 10512 CRESCENT LAKE CT. CLERMONT, FL 34711 PHONE: (321) 689-2306

LEGAL DESCRIPTION (PROVIDED BY SURVEYOR):

THE SOUTH HALF AND WEST 1/2 OF THE FOLLOWING DESCRIBED PARCELS OF LAND, LOT 16 BEING 70' LESS THE PART THEREOF LIES WITHIN THE RIGHT OF WAY OF STATE ROAD 401 AS SHOWN ON LOT 16 BLOCK 70, PART OF ASTATULA, ACCORDING TO THE PLAT THEREOF RECORDED IN PLAT BOOK 1, PAGE 10, COUNTY RECORDS OF CLAY COUNTY, FLORIDA, THEREBY BEING THAT PART OF UNDEVELOPED ZONING LINE BETWEEN LOTS 4 AND 6.



1982 STATE ROAD 44, SUITE 360
NEW SMYRNA BEACH, FLORIDA 32168
PHONE (407) 325-5579

VICINITY MAP



VOLUNTEER LANDING 2025-009

C-103

CONSTRUCTION CHANGE

DATE: 10/15/2010

PROJECT: EROSION CONTROL PLAN FOR VOLUNTEER LANDING

DESIGNED BY: [Name]

CHECKED BY: [Name]

SCALE: AS SHOWN

EROSION CONTROL PLAN FOR VOLUNTEER LANDING

SPRUCE CREEK

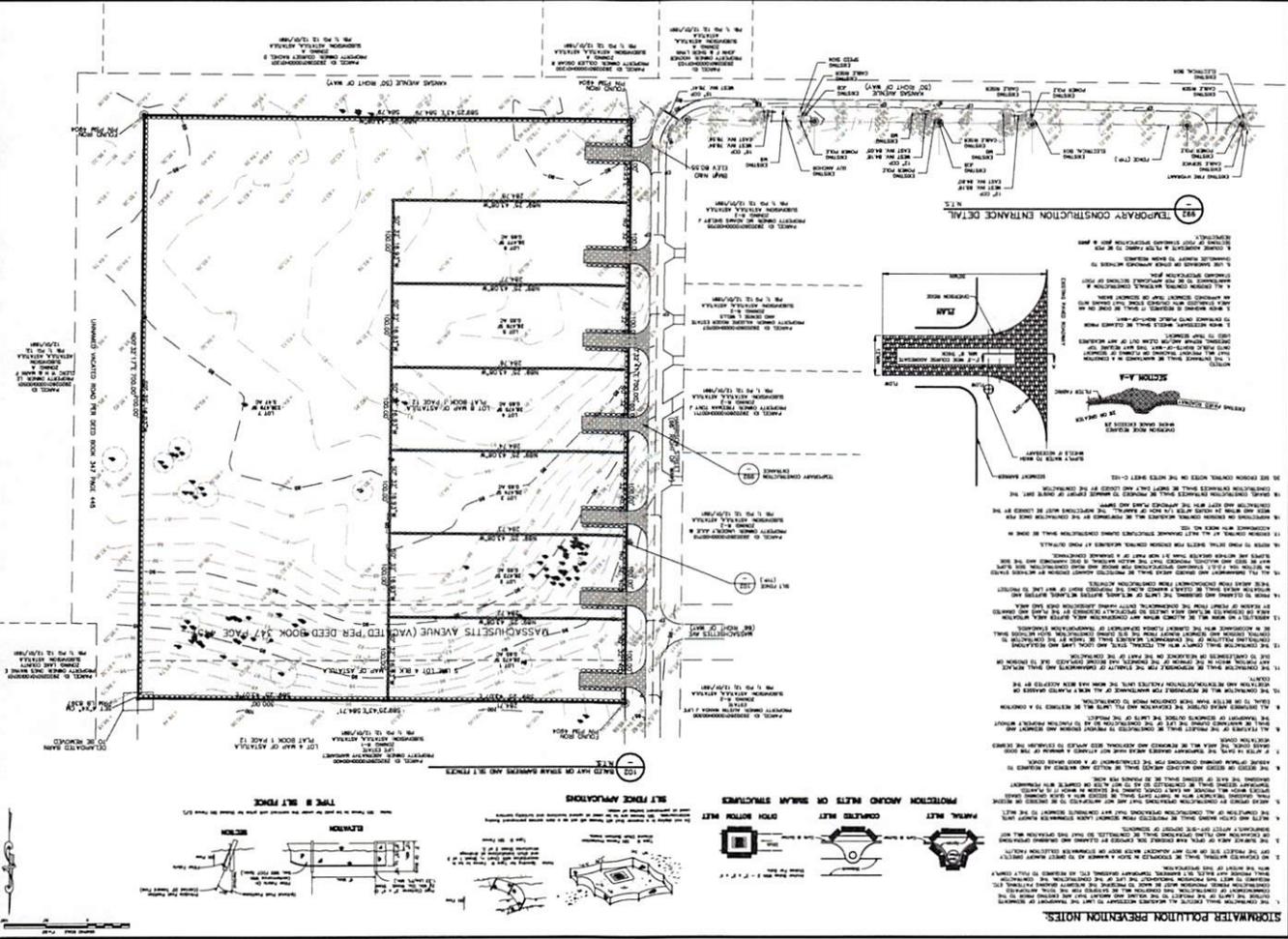
DATE: 10/15/2010

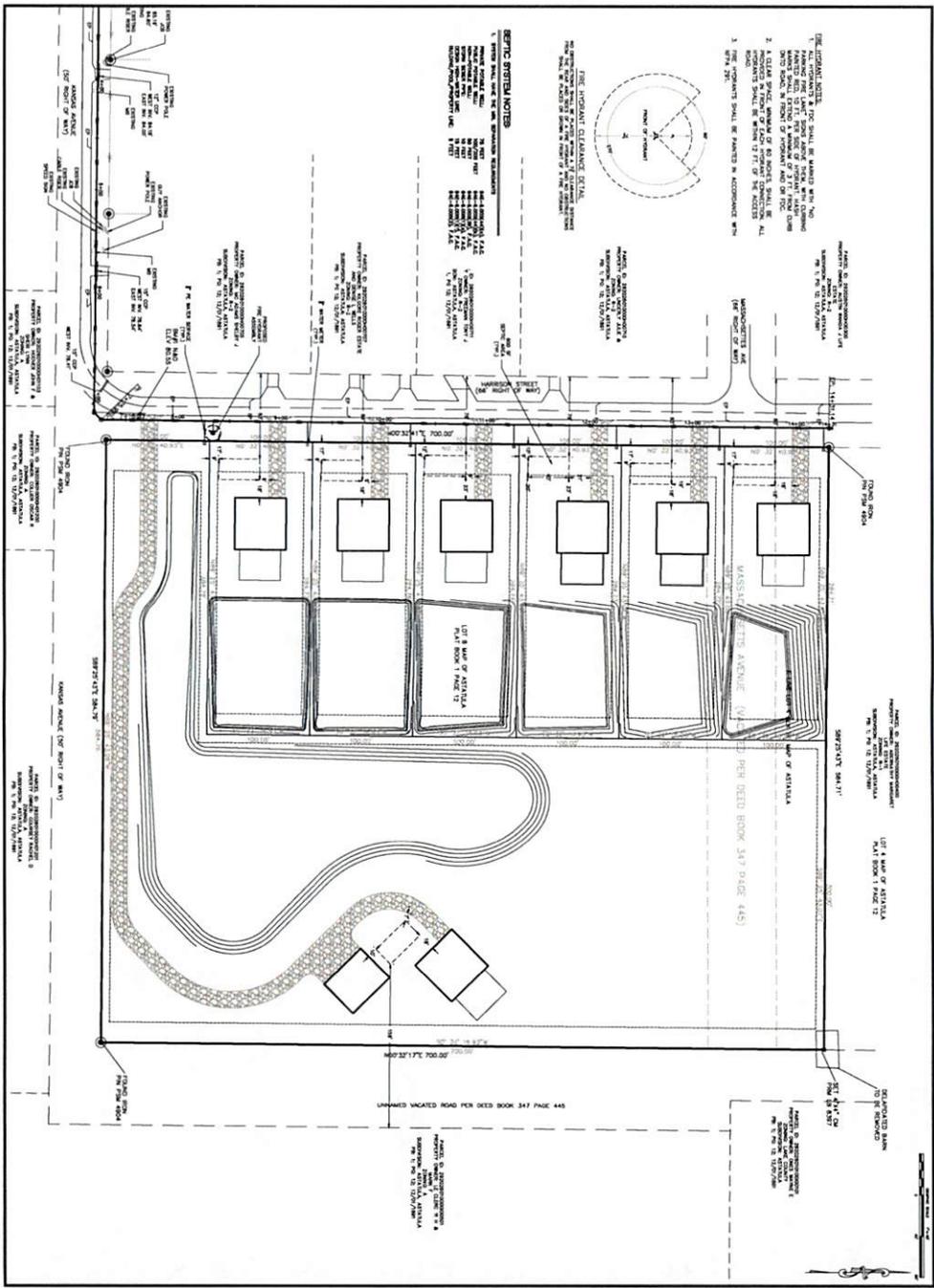
PROJECT: EROSION CONTROL PLAN FOR VOLUNTEER LANDING

DESIGNED BY: [Name]

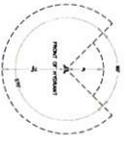
CHECKED BY: [Name]

SCALE: AS SHOWN





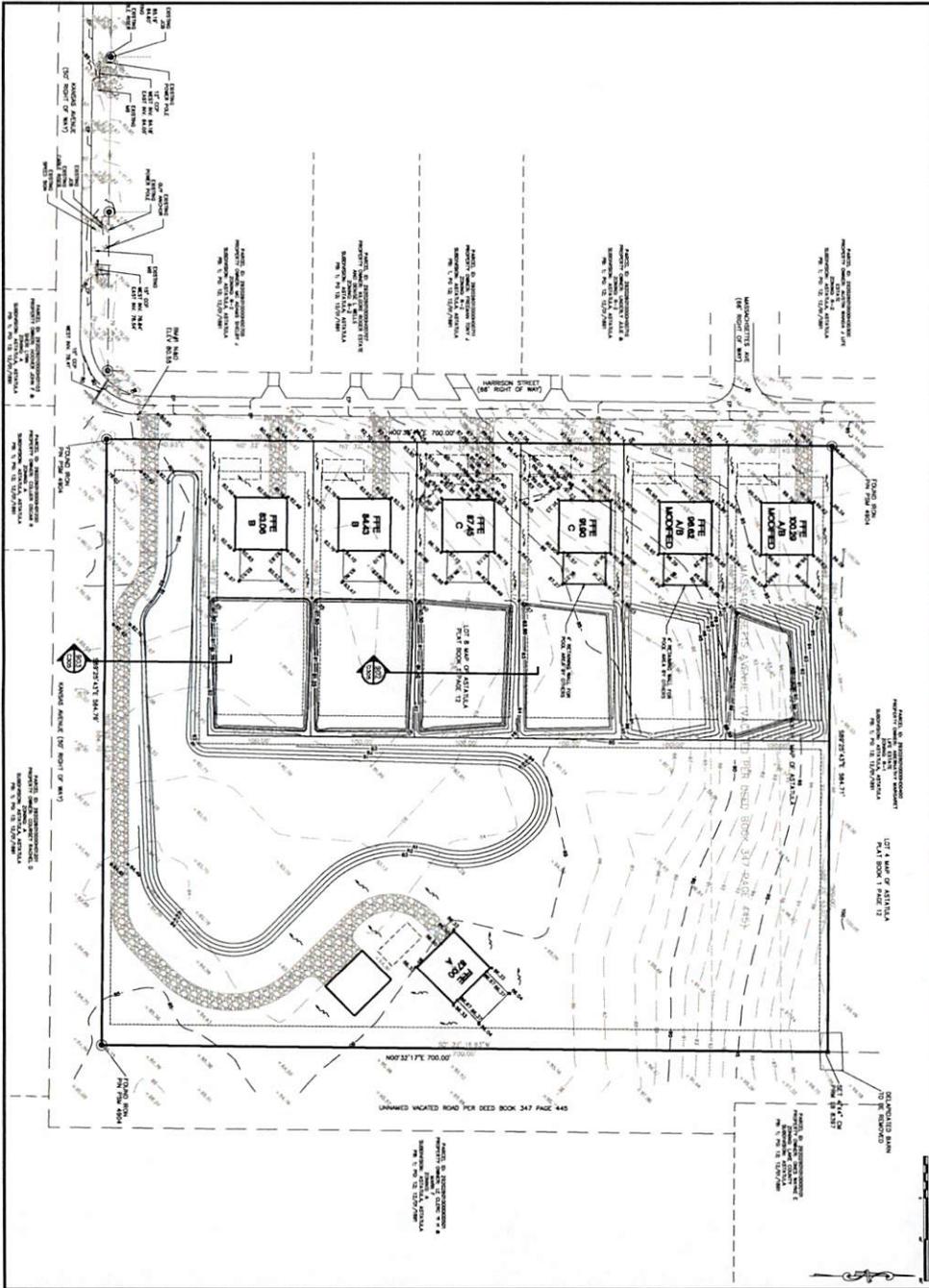
- GENERAL NOTES:**
1. ALL UTILITIES SHOWN ARE BASED ON THE RECORD DRAWINGS AND FIELD SURVEY. THE CONTRACTOR SHALL VERIFY THE LOCATION AND DEPTH OF ALL UTILITIES PRIOR TO CONSTRUCTION.
 2. CLEAR SPACES, MINIMUM OF 60 INCHES, SHALL BE MAINTAINED AROUND ALL UTILITIES TO ALLOW FOR REPAIR AND MAINTENANCE. ALL UTILITIES SHALL BE MARKED IN ACCORDANCE WITH THE FOLLOWING:
 3. THE FOLLOWING SHALL BE MAINTAINED IN ACCORDANCE WITH THE FOLLOWING:



UTILITY MARKING STANDARDS

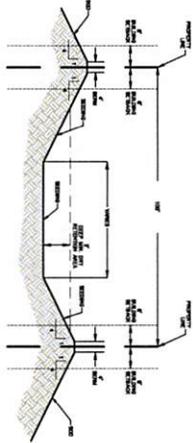
UTILITY TYPE	MARKING COLOR	MARKING METHOD
Electric	Red	Paint or Flag
Gas	Yellow	Paint or Flag
Water	Blue	Paint or Flag
Sewer	Green	Paint or Flag
Telephone	Black	Paint or Flag
Cable TV	Purple	Paint or Flag
Other	White	Paint or Flag

<p>C-105</p> <p>DATE: 11/11/2023</p> <p>SCALE: AS SHOWN</p> <p>PROJECT: VOLUNTEER LANDING</p>	<p>ENGINEER IN CHARGE:</p> <p>DAVID F. BLANK, PE, LICENSE NO. 10000</p> <p>CERTIFICATE OF AUTHORIZATION NO. 2000</p>	<p>DESIGNED BY:</p> <p>SPRUCE CREEK ENGINEERING, INC.</p> <p>1902 20th Road SE</p> <p>Salem, OR 97301</p> <p>(503) 889-0088</p>	<p>UTILITY PLAN</p> <p>FOR</p> <p>VOLUNTEER LANDING</p> <p>CITY OF ASTORIA, FLORIDA</p>	<p>SPRUCE CREEK</p> <p>Civil Engineering, Inc.</p> <p>1902 20th Road SE</p> <p>Salem, OR 97301</p> <p>Newberry, OR 97131</p> <p>(503) 889-0088</p>
	<p>DATE: 11/11/2023</p> <p>SCALE: AS SHOWN</p> <p>PROJECT: VOLUNTEER LANDING</p>	<p>ENGINEER IN CHARGE:</p> <p>DAVID F. BLANK, PE, LICENSE NO. 10000</p> <p>CERTIFICATE OF AUTHORIZATION NO. 2000</p>	<p>DESIGNED BY:</p> <p>SPRUCE CREEK ENGINEERING, INC.</p> <p>1902 20th Road SE</p> <p>Salem, OR 97301</p> <p>(503) 889-0088</p>	<p>UTILITY PLAN</p> <p>FOR</p> <p>VOLUNTEER LANDING</p> <p>CITY OF ASTORIA, FLORIDA</p>

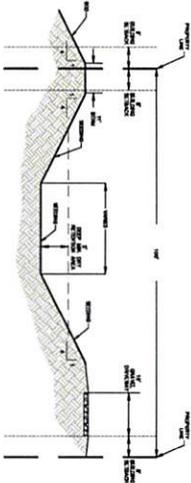


<p>C-106 1/24/11</p>	<p>DATE REVISIONS</p> <table border="1"> <tr><th>NO.</th><th>DATE</th><th>REVISIONS</th></tr> <tr><td> </td><td> </td><td> </td></tr> <tr><td> </td><td> </td><td> </td></tr> <tr><td> </td><td> </td><td> </td></tr> </table>	NO.	DATE	REVISIONS										<p>ENGINEER IN CHARGE</p> <p>DAVID F. BLANK, PE, ALTHA CERTIFICATE OF AUTHORIZATION NO. 12345</p>	<p>OWNER</p> <p>SHAWK CONTRACTING SERVICES, INC. 1818 DORCHESTER LANE SE ATLANTA, GA 30317 (404) 888-0094</p>	<p>DRAINAGE & GRADING FOR VOLUNTEER LANDING CITY OF ASTORIA, FLORIDA</p>	<p>SPRUCE CREEK Civil Engineering, Inc. 1382 State Road 44 Palm Bay, FL 32909 New Smyrna Beach, Florida 32168 (407) 328-8878</p>
	NO.	DATE	REVISIONS														
<p>PROJECT NO. C-106 SHEET NO. 1 OF 1 DATE: 1/24/11 SCALE: AS SHOWN</p>	<p>UNIMAGED VACATED ROAD PER DEED BOOK 347 PAGE 445</p>																

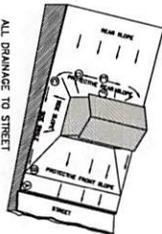
301 TYPICAL DRY RETENTION CROSS SECTION



302 TYPICAL DRY RETENTION CROSS SECTION



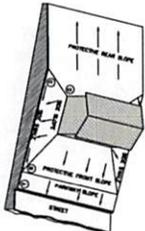
ALL DRAINAGE TO STREET



NOTE: THE FOLLOWING TABLE IS FOR INFORMATION ONLY. THE DESIGNER IS NOT RESPONSIBLE FOR THE ACCURACY OF THE INFORMATION PROVIDED. THE DESIGNER IS NOT RESPONSIBLE FOR THE ACCURACY OF THE INFORMATION PROVIDED.

NO.	DESCRIPTION	DATE	BY	CHECKED BY
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3	REVISION	11/11/11	J. W. WILSON	J. W. WILSON
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9	REVISION	11/11/11	J. W. WILSON	J. W. WILSON
10	REVISION	11/11/11	J. W. WILSON	J. W. WILSON

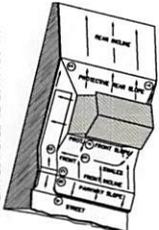
LOT GRADING TYPE A



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8	REVISION	11/11/11	J. W. WILSON	J. W. WILSON
9	REVISION	11/11/11	J. W. WILSON	J. W. WILSON
10	REVISION	11/11/11	J. W. WILSON	J. W. WILSON

LOT GRADING TYPE B



ALL DRAINAGE TO REAR LOT LINE

NOTE: THE FOLLOWING TABLE IS FOR INFORMATION ONLY. THE DESIGNER IS NOT RESPONSIBLE FOR THE ACCURACY OF THE INFORMATION PROVIDED. THE DESIGNER IS NOT RESPONSIBLE FOR THE ACCURACY OF THE INFORMATION PROVIDED.

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9	REVISION	11/11/11	J. W. WILSON	J. W. WILSON
10	REVISION	11/11/11	J. W. WILSON	J. W. WILSON

LOT GRADING TYPE C

303 TYPICAL DRY RETENTION CROSS SECTION

<p>C-301</p> <p>11/11/11</p>	<p>DATE</p> <p>REVISIONS</p>	<p>ENGINEER IN CHARGE:</p> <p>DAVID F. WILSON, P.E.</p> <p>CERTIFICATE NO. 123456789</p>	<p>SPRUCE CREEK</p> <p>Civil Engineering, Inc.</p> <p>1802 State Road 44</p> <p>Suite 200</p> <p>New Smyrna Beach, Florida 32108</p> <p>(407) 339-9879</p>
	<p>DRAINAGE & GRADING DETAILS</p> <p>FOR</p> <p>VOLUNTEER LANDING</p> <p>CITY OF APTONIA, FLORIDA</p>	<p>SPRUCE CREEK</p> <p>Civil Engineering, Inc.</p> <p>1802 State Road 44</p> <p>Suite 200</p> <p>New Smyrna Beach, Florida 32108</p> <p>(407) 339-9879</p>	



Town of Astatula, FL

Project Name: Volunteer Landing – Harrison Street
 Project Phase: Preliminary Plat & Civil Construction Plans (revision date 10/21/2025) digitally signed 11/20/2025 by David Glunt with Spruce Creek Civil Engineering.
 7 Single Family Lots (Zoned R-1)

Discipline: Engineering
 Reviewed by: Dana S Johnson, P.E.
 Review Date: 12/02/2025
 Contact: dajohnson@cgasolutions.com , 954-766-2744

Review: 1st Rev. 2nd Rev. 3rd Rev.
 Recommendation: Conditional Approval

Preliminary Plat and Civil construction plans are Conditionally Approved by Town Engineer. The following items must be provided prior to the pre-construction meeting and/or prior to work commencing or issuance of the local development permit. Contractor must provide the following items in order to schedule the pre-construction meeting:

1. *Provide a copy of the FDEP water main extension permit*
2. *Provide a copy of the FDEP NOI for the NPDES Construction General Permit*
3. *Provide a letter of approval from adjacent owner for removal of the barn*
4. *Provide the Town of Astatula ROW permit application for offsite utility work to extend the watermain prior to commencement of the offsite work.*
5. *Provide a copy of the Engineer's Cost Estimate for performance bond calculation.*
6. *Provide a performance bond with amount to be approved by the Town Engineer.*

Legend:

- **Addressed comments – in **BOLD BLUE**.**
- **Pending/outstanding comments – in **BOLD RED**.**
- **Previous Pending/outstanding comments – in **regular RED**
- **Previously Addressed comments – regular black text and ~~crossed out~~ for clarity.**
- **Pending Submittals required Prior to Land Disturbance Permit – in **BOLD RED WITH CYAN HIGHLIGHT**.**

Previous Review Comments (Preliminary Plat):

- ~~1. Label the submitted plat as the preliminary plat and also provide preliminary development plans for review.~~



~~**Addressed.**~~

- ~~2. All plans to include: title block, date, datum, scale (graphical and numerical), north arrow, acreage total and of each lot, current zoning, total number of lots, minimum lot size, name, address and telephone number of the applicant or his representative(s).~~

~~**Addressed.**~~

- ~~3. Vicinity map—Showing relationship between area proposed for development and surrounding streets and public facilities, shall be at a scale of not less than one inch equals 2,000 feet.~~

~~**Addressed.**~~

- ~~4. Existing streets—The name, location and right of way width of all existing streets which abut the proposed subdivision, and existing easements on the property and location of all existing driveways and median openings within 100 feet.~~

~~**Addressed.**~~

- ~~5. Lots—Preliminary lot layout with dimensions and size of each lot and all setback lines delineated on the plan.~~

~~**Addressed.**~~

6. Soils:

- a. Provide a soil classification for the development with proposed improvements delineated on the plat/ development plans. Soils analysis required by a qualified soil engineer.

****Pending. NRCS Lake County Soils Survey provided for reference, but a soils analysis was not provided. Provide proof of coordination with local permitting office for septic system approval. Provide a letter from agency having jurisdiction accepting the soils survey as provided. ****

****2nd Review - Comment Addressed. Septic approval is on a per lot basis prior to CO issuance. Geotech soils information was provided in the stormwater report. According to a phone conversation with EOR the areas for septic have been shown to meet all setbacks and a replacement area is not required due to the type of soils and systems used in Lake County. ****

- ~~b. Show the location of each proposed house site, driveway, and septic field areas.~~

~~**Addressed.**~~

- ~~c. Show the location of proposed retention areas on each lot, or within an open space tract if not approved for per lot retention by SJRWMD.~~

~~**Addressed.**~~

- ~~d. Show the Location of all wells on or adjacent to the site as it relates to the siting for septic drain fields.~~

~~**Addressed. Notes added to the plans to indicate the required setback from well. This should be sufficient since each septic system will be required to be permitted and subject to agency review prior to a certificate of occupancy for each building permit. **~~



- ~~7. Topography—Show the existing and proposed contours at one-foot intervals for the tract being subdivided and extending 25 feet beyond property line including water surface elevations and date recorded.~~
~~**Addressed.**~~
- ~~8. Other natural features—Including lakes, marshes or swamps, watercourses and other pertinent features as shown on a recent aerial photo.~~
~~**Addressed. Notes provided indicate that none are present.**~~
9. Location of all trees on site which are a minimum of six inches in diameter measured three feet above ground. Trees with a diameter of 24 inches or greater shall be identified by type, height, diameter and canopy spread.
****Pending. Add note about saving the larger trees. Indicate with a tree dissolution plan what trees are to be removed, and which are to be saved to count toward the required trees per lot. Provide a list of trees that will be planted per lot to meet the per lot tree requirement.****
****2nd Review - Comment Addressed.****
- ~~10. Limits of Flood Plain/Flood Plain Statement—Indicate flood elevation and delineate on the plans the 100-year flood as established Federal Emergency Management Agency, Federal Insurance Administration (FEMA/FIA). If none, so state and provide a flood plain statement.~~
~~**Addressed.**~~
- ~~11. Utilities—Show the proposed source of water, sewer, electric and gas.~~
 - ~~a. Provide preliminary plans for the water main extension to serve the site.~~
~~**Addressed. Plan was provided for review. See comments below related to the water line extension.**~~
 - b. Indicate the power provider and how the electric will be served to the site. Show any new transformers proposed on the ground and new underground service lines to each house.
****Pending. SECO is the proposed power provided based on the note on cover sheet. Transformer locations and street light plan were not provided for review. ****
****2nd Review - Comment Addressed. Plan from SECO to be submitted to the Town for review for any extension of power to serve these lots.****
 - ~~c. Show location of proposed septic drain field area for each lot (see number 7 above)~~
~~**Addressed.**~~
12. Drainage plan—Indicate the general flow patterns existing and proposed. Provide drainage calculations to demonstrate the required retention (quantity and water quality) for the development.
 - a. Provide coordination with SJRWMD on the use of individual berms/swales for retention on each lot versus a larger common retention area. If SJRWMD does not approve this method, then open space will need to be provided for the retention to serve the development.
****Pending. Copy of application and stormwater report not provided for review.****



****2nd Review - Comment Addressed.** EOR indicated this method is allowed and approved by SJRWMD and they provided the Stormwater report and permit on this submittal. ******

List the hydrologic drainage basin and basin criteria the project site lies within (Lake Apopka, Ocklawaha River, etc.) ****Pending.** Copy of application and stormwater report not provided for review. ******

****2nd Review - Comment Addressed.** EOR indicated this method is allowed and approved by SJRWMD and they provided the Stormwater report and permit on this submittal. ******

~~13. Provide the adjacent properties parcel number, owner names, and zoning. Also provide the names of any abutting subdivisions with the recordation date and plat book and page number.~~

~~****Addressed.****~~

14. Indicate if there are any existing improvements including buildings, driveways, utilities, wells, etc. on the tract that will be demolished or are to remain.

****Pending.** Provide a note on the existing conditions survey about demolition. Indicate all items that will be demolished to building the project. If none, so state. ******

****2nd Review - Comment Addressed.** Barn to be demolished now indicated on C-105 and C-109. ******

15. Show all proposed and existing easements for utilities, access or drainage.

****Pending.** Provide proof of coordination with SJRWMD on the requirement of the 20-ft maintenance and access easements that will be required for each stormwater retention area. ******

****2nd Review - Comment Addressed.** Drainage easements shown for each stormwater management pond on each lot. EOR indicated that SJRWMD does not require a separate access easement since each lot has road frontage. Additionally plan now includes a 10' Drainage and utility easement along the backside of the existing ROW for Harrison St. These easements will need to also be shown on the final plat prior to recording. ******

16. Show all proposed sidewalks, street lights, fencing, and landscaping in compliance with the Article II – Design Standards & Article III – Landscape Standards.

****Pending.** Sidewalks and street lights not provided. ******

****2nd Review - Comment Addressed.** 5-foot sidewalks now shown along the frontage of Harrison St. No street lights are shown but a discussion with response to comments indicates that either a variance will be sought, or the Town may change the ordinance related to required streetlights for situations like this and if they do then streetlights would not be required. To be checked again prior to final plat approval. To be tracked under comment number 22 below. ******

17. Concurrency Review. Reference Section 59-7-11 for concurrency methods and submit a Concurrency Report demonstrating the LOS for each item: Traffic, Potable Water, Sanitary Sewer, Recreation/Open Space, Solid Waste, Stormwater Management, and Public Schools.

****Pending.** Provide the school concurrency forms.

****2nd Review - Comment Addressed.** School concurrency no impact letter in the file from 3rd submittal. ******



Water concurrency is already established for this subdivision for 7 lots however please add a note to the utility plans requiring private wells for irrigation. Irrigation lines will not be permitted to connect to the Town's potable water supply.

****2nd Review - Comment Addressed. Notes about irrigation lines and irrigation wells required added to plans.****

Previous Comments (1st Review of Civil Plans)

18. Provide copies of all outside agency approvals and permits for Town Records which include but are limited to the FDEP water line extension form/permit and SJRWMD ERP stormwater permit.
****2nd Review - Comment Addressed. 10-2 self cert provided for stormwater permit requirements. However the FDEP water extension permit and FDEP NOI for NPDES permit remains outstanding. To be provided prior to the pre-construction meeting and prior to commencement of work.****
19. Provide a list of all outside agency approvals and permits on the cover sheet.
****2nd Review - Comment Addressed. ****
20. Provide an Engineer's cost estimate to be used in the calculation of performance bond/maintenance bonds.
****Comment Acknowledged. Cost estimate and performance bond to be provided prior to the pre-construction meeting and prior to commencement of work.****
21. Provide a demolition plan and if demolition is occurring on any adjacent property (barn) provide written approval from that Owner for work on that property.
****2nd Review - Comment partially addressed. The letter of permission will be provided by the contractor prior to the pre-construction meeting and prior to commencement of work.****
22. Provide proposed streetlights at the intersection and no more than 300 feet apart along the subdivision frontage (Harrison Street). Street light plans to include details on the light, shielding or full cutoff details, pole type and height, lighting photometric plans.
****2nd Review - Comment partially addressed. No street lights are shown but a discussion with response to comments indicates that either a variance will be sought, or the Town may change the ordinance related to required streetlights for situations like this and if they do then streetlights would not be required. To be checked again prior to final plat approval.****
23. Provide roadside drainage swales on C-106. Provide swale cross sections with the bottom width, top width, and side slopes labeled (H:V) .
****2nd Review - Comment Addressed. ****
24. Provide driveway typical cross section and detail showing the driveways paved. Label the cross slope and thickness of the concrete in the driveway apron, show and label the slopes and thickness of the sidewalk



and beyond the ROW the driveway can transition to asphalt or other approved paved surface. Unless a variance is issued all driveways are required to be paved.

****2nd Review - Comment Addressed.****

25. Include the FDOT driveway detail and sidewalk details.

****2nd Review - Comment Addressed.****

26. Show the required 5-foot sidewalk along Harrison Street. The sidewalk will need to be located out of the clear zone per FDOT Greenbook and typically will be near the back of the right of way. Add a note to the plans that the sidewalk is to be installed by the builder prior to a CO on each house. See comment about performance bond.

****2nd Review - Comment Addressed.****

27. Developer will be required to provide the Town performance bond on the unfinished sidewalk which will be released after all sidewalk is installed, upon a passed final inspection. Alternatively, if the developer sells the lots to one (1) builder the performance bond may be provided by the builder/new owner, but this only applies if all lots are sold to one new owner.

****Comment Acknowledged. Cost estimate and performance bond to be provided prior to a pre-construction meeting and prior to commencement of work.****

28. Please update the water main plans to show DIP beneath all public right of way with DIP extending at least 5-feet beyond edge of pavement.

****2nd Review - Comment Addressed.****

29. Provide a steel casing where the water crosses beneath a public road, refer to detail sheet D4 from City of Clermont.

****2nd Review - Comment Addressed.****

30. Provide a fire flow test on the nearest hydrant. Report the results of this test on the plans.

****2nd Review - Comment Addressed.****

31. Provide a blow-off assembly or fire hydrant at the end of the line.

****2nd Review - Comment Addressed.****

32. Provide a fire hydrant assembly at the intersection of Kansas Ave and Harrison and a gate valve at the intersection of Kansas Ave and Harrison Street. Hydrants spacing is 600 feet max.

****2nd Review - Comment Addressed.****

33. At the point of connection on Kansas Ave, provide an 8" tapping sleeve and valve for the connection. Waterline work should be done with no disruption of service to the extent practically possible.

****2nd Review - Comment Addressed.****



34. Change the waterline plan to show all PVC pipe except where the line crosses beneath a public road which must be DIP.
****2nd Review - Comment Addressed.****
35. Show meters and backflow preventors for each lot per City of Clermont details. Min. tap for single residential is 1-inch.
****2nd Review - Comment Addressed. Plan also shows 1-inch meters, but this may not be required the Town does offer the 5/8" meter for residential. Coordinate with permit technician for each meter at time of building permit.****
36. Please revise utility plans to include the City of Clermont water details and general construction notes. Where construction notes refer to the City of Clermont cross out and change to Town of Astatula. Also cross out that irrigation meters are required. Include the following details: GN1, GN2, D3, D4, D5, D6. Refer to the City of Clermont approved products list for pipes, fittings, structures, etc. and add that information to the plans. These details and approved products can be downloaded from the City of Clermont's website as CAD files and modified accordingly prior to resubmittal.
****2nd Review - Comment Addressed.****
37. Provide a plan showing the location of the transformers for electric service to each lot.
****2nd Review - Comment Addressed. Plan from SECO to be submitted to the Town for review for any extension of power to serve these lots.****
38. Provide a copy of the drainage report/calculations and application to SJRWMD for stormwater design.
****2nd Review - Comment Addressed.****
39. Add the 100-year max stage on the cross sections of the ponds and indicate if the 100-year storm is based on a 24 hour or 72-hour event.
****2nd Review - Comment Addressed.****
40. Provide signed and sealed survey, signed and sealed civil plans and hydrology report upon resubmittal.
****2nd Review - Comment Addressed.****



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MEMORANDUM

TO: Town of Astatula Planning Board
CC: A. Quandt, Town Clerk
FROM: Thomas Harowski, AICP, Planning Consultant
SUBJECT: Five Year Capital Improvements Plan Update
DATE: December 1, 2025

State law requires that the Town annually update its five-year capital improvements program (CIP). The most recent update to the Five-Year CIP was done about five years ago in connection with the Town's last evaluation and appraisal report (EAR). While the Town is "required" to update the CIP there is no sanction for failing to do so, nor is there a requirement to demonstrate that the CIP is financially feasible. However, in order to keep the Town's comprehensive plan in compliance with State requirements, we are proceeding with the update to the CIP based on the most recent adopted budget, needed projects the Town would like to undertake, and based on changes that have occurred since the CIP was last updated.

The revised CIP Table is attached. Each project is identified by title, total project cost and year or years when expenditures are anticipated. For most projects funding sources have yet to be determined with only the first year of the CIP actually funded in the budget. Please keep in mind that the CIP as presented is simply a plan for capital expenditures and not a specific budget. It is likely that project amounts, funding sources and timing for projects will change as circumstances dictate. In most cases modifications will consist of moving anticipated projects to outer years in the five-year plan when resources are not available to allow budgeting in the current year and when revisions to project costs improve as more reliable cost data becomes available.

The Town is working on potable water treatment options that will expand the Town's ability to provide water service. Potable water service is the only public facility that will fall below the Town's designated level of service and therefore create a concurrency limitation. Until the water service limitations are addressed, new development approvals will be limited to those projects that have or can provide for water and sewer service.

None of the other projects shown in the capital improvements plan are based on the need to address shortfalls in the Town's ability to meet its designated levels of service as set out in the comprehensive plan. This condition is the "concurrency" requirement, which all comprehensive plans must meet. The concurrency requirement states that the Town must be able to demonstrate its ability to provide necessary public services at the designated level of service at the time the impacts of development occur. If this

requirement cannot be met, the Town may not issue approvals for new development. If services cannot be provided, either the Town or the developer can provide capital facilities investments keyed to the date when development impacts are expected. These expenditures would then be reflected in the CIP. The Lake County School District is currently experiencing deficiencies in at least some of the schools serving Astatula, and any proposed development will need to work with the School Board to address this deficiency before the Town may approve a development. The adopted level of service for the public services provided by the Town are presented in Policy 8-1.3.5 of the Capital Improvements Element and include:

Policy 8-1.3.5: Level of Service Standards

Facilities and infrastructure improvements demanded by future growth and development shall be evaluated according to the following minimum level of service standards.:

Solid Waste	7 Pounds per day per resident
Potable Water:	125 Gallons per day per resident
Sanitary Sewer:	111 Gallons per day per resident
Drainage:	50 Year Storm Incidence
<u>Traffic:</u>	
<u>Road Class</u>	<u>Level of Service</u>
Principal Arterial	C
Minor Arterial	D
Major Collector	D
Minor Collector	D
<u>Recreation:</u>	
Land:	4 Acres per 1,000 residents

Project Summary:

The projects included in the proposed CIP update include potable water projects, recreation facilities, and community building upgrades. There are also allocations for continuing projects. The specific descriptions follow below;

Potable Water Sytem: The CIP includes two projects with funded upgrades to the treatment plant included in the current or first year of the program and a needed additional potable water well programmed for next year. The actual timing on the well construction will be dependent on securing funding.

Monument Signs: New gateway signage is funded in the current budget year.

Kirkwood Park: the CIP includes paving of parking areas and addition of restrooms. As no funding has been identified the project is scheduled for the outer years of the CIP.

Joe Swafford Park: The CIP item is for the addition of lighting for the court areas. Funding for this project has yet to be identified.

Community Center: Upgrades to the community center are programmed for years two and three of the CIP. Again funding has yet to be secured.

Olive Ingram: The plan calls for development of a senior center at this facility. Again funding has yet to be identified.

Paving: The CIP proposes an annual allocation of funds to support street repairs and resurfacing. This funding should be considered as part of the annual budgeting process.

Storm Water: Again the CIP proposes an annual allocation of funds to undertake drainage projects as problem areas are identified. This funding should be considered as part of the annual budgeting process.

TOWN OF ASTATULA						
FIVE-YEAR CAPITAL IMPROVEMENTS PROGRAM						
FY 2025-2026 THROUGH 2029-2030						
PROJECT	2025-26	2026-27	2027-28	2028-29	2029-30	TOTAL
Water Plant	\$ 850,000					\$ 850,000
New Well		\$ 1,800,000				\$1,800,000
Public Works Bldg		\$ 50,000				\$ 50,000
Kirkwood Park				\$ 40,000	\$ 50,000	\$ 90,000
Joe Swafford Park			\$ 100,000			\$ 100,000
Community Center			\$ 20,000	\$ 1,000,000		\$1,020,000
Olive Ingram Center					\$ 1,000,000	\$1,000,000
Paving		\$ 30,000	\$ 30,000	\$ 30,000	\$ 30,000	\$ 120,000
Stormwater		\$ 25,000	\$ 25,000	\$ 25,000	\$ 25,000	\$ 100,000
Monument Signs	\$ 40,000					\$ 40,000
TOTAL	\$ 890,000	\$ 1,905,000	\$ 175,000	\$ 1,095,000	\$ 1,105,000	\$5,170,000